



DEPARTMENT OF TRANSPORTATION

JOB OPPORTUNITY

Transportation Maintenance Crew Leader (Highway Maintenance)

Highway Operations Center, Newington

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on a current examination list for this title (See "Eligibility Requirements")

Location: Newington Highway Operations Center

Job Posting No: 30973

Hours: 6 AM – 2:30 PM, 40-hours per week

Salary: TC20, \$55,361 - \$70,892

Closing Date: Friday, August 21, 2015

The Bureau of Highway Operations anticipates an internal reassignment/promotional opportunity for the position of Transportation Crew Leader (Highway) in the Newington Highway Operations Center. This position may be filled by lateral transfer or promotion. This position is in the NP-2 bargaining unit. Candidates may refer to the DAS website at <http://www.das.state.ct.us/HR/JobspecNew/JobDetail.asp?FCC=6449> for job specification.

Eligibility Requirements: In order to be considered for this opportunity, Candidates must have applied for and passed the Transportation Maintenance Crew Leader (Highway Maintenance) exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.

Duties Include: Plans crew workflow and determines priorities, schedules, assigns, oversees, and reviews work; establishes and maintains crew procedures; provides staff training and assistance; conducts or assists in conducting performance evaluations, acts as a liaison with operating units, agencies, and outside officials regarding unit policies and procedures; may make recommendations on policies or standards; may prepare report and correspondence; requisitions materials and equipment appropriate to various jobs; participates in performing the duties of the crew; may do preliminary site inspections of assigned jobs; maintains necessary precautions for safety of employees within crew and the public; supervises; directs and coordinates during winter storms and other work related emergency situations.

Eligibility Requirement: In order to be considered for this opportunity, candidates must be a current DOT employee, have passed the Transportation Maintenance Crew Leader (Highway) examination and be on the current examination list as of the closing date of this posting. DOT employees currently holding the title of Transportation Maintenance Crew Leader (Highway) or current employees who have attained permanent status in the class may apply for lateral transfer.

If you are interested in this opportunity, you must apply to this posting, even though you may be on a current Transportation Maintenance Crew Leader (Highway) examination list and/or may have applied to previous Transportation Maintenance Crew Leader (Highway) postings for this area or other areas of the Department, or you will not be considered. The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and eligible candidates who meet the above eligibility requirements must submit a completed Application for Examination or Employment (CT-HR12), copies of their last two (2) service ratings, no later than Friday, August 21, 2015 to:

Diane Tyc, Principal Human Resources Specialist
Department of Transportation
1107 Cromwell Avenue
Rocky Hill, CT 06067

Incomplete applications where the required documentation, as indicated above, is not submitted will not be considered for this position.

Applications will be accepted by US Mail only and must be postmarked no later than the closing date indicated above.

Due to the large volume of applications received we are unable to provide confirmation of receipt or status updates during the recruitment process.

Interviews may be limited to candidates whose experience and training most closely meet the requirements of this position.

The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.